

HIGHLAND RESCUE TEAM AMBULANCE DISTRICT (HRTAD) BOARD OF DIRECTORS MEETING MINUTES

Highland Station 317 S Lookout Mountain Rd

September 15, 2024, at 2:30 p.m

President Terry McCarthy called the meeting to order at 2:31 p.m.

Directors present: President Terry McCarthy, Treasurer Dan Kasinec (via Zoom), Director, Sharon Jones (via Zoom), Director Chris Garlasco, and Secretary Kara Cooper.

Others present: Assistant Chief Steve Telgener, Administrator Laura Cardon.

ANNOUNCEMENTS

There were no announcements.

MINUTES

Director Kasinec moved to approve the August meeting minutes. Director Jones seconded the motion. Unanimous approval.

ADMIN REPORT (L. CARDON)

Systems Design West (SDW) billed for 29 transports totalling \$45,313.

43% of payments from July bills are in progress, which is an average amount. Accounts spend an average of 118 days in accounts receivable. Accounts are rolled over into collections after 120 days.

Highland currently has \$251,595.68 in collections with BC Services. \$159,223.90 of that is actively being pursued, spread across 139 accounts. The average account balance is \$1,145.49.

President McCarthy asked if it was a coincidence that Highland had higher payments from collections this month after inquiring about account status at BC Services. Ms. Cardon responded that it's possible, but she did not know for sure.

Director Kasinec expressed gratitude for the detailed report on accounts in collections.

FINANCIAL REPORT (L. CARDON)

Ms. Jantzef was not present, so Ms. Cardon shared the monthly financial report with the board. The district recently refilled a backfill in property tax from the county. Other than that, there were no notable changes in the district's finances.

CHIEF'S REPORT (S. TELGENER)

The district responded to 74 calls in August, which brings the 2024 total to 568.

The district just accepted 9 new probationary members, two of which are paramedics. Highland is excited to have better staffing capacity and are seeing more applications than ever before. It does put more pressure on volunteers since we still have 6 members on probation from spring and will be starting third rides for the Spring 2025 class.

Assistant Chief Telgener and Deputy Chief Brown met with an engineer to discuss future septic needs. The engineer said we don't need a significantly bigger septic field and could tie it into existing tanks. It could go behind the station, depending on a land survey. This would be especially helpful because we wouldn't have to acquire additional land to complete the project. Deputy Chief Brown has scheduled a survey.

Highland is providing two ALS ambulances to Arvada Fire for coverage during a firefighter's funeral.

NEW BUSINESS

There was no new business.

OLD BUSINESS

The board reviewed the draft public comment policy prepared by Ms. Cardon. President McCarthy moved to approve the policy. Director Jones seconded. Approved unanimously.

Director Kasinec quickly updated the board on consolidating Highland's bank accounts. He is working with Ms. Jantzeff and Ms. Cardon to get this done by the end of the year.

PUBLIC COMMENT

There was no public comment.

ADJOURNMENT

Director Cooper moved to adjourn the meeting. President McCarthy seconded the motion. The meeting adjourned at 3:01 p.m.